Harby Parish Council Minutes Extra-Ordinary Meeting

Wednesday 3rd August 2016 at Harby Village Hall

Start: 19:30 Finish: 19:45 Reference: 111/16

Councillors Present: Stuart Parkin (SP), Jayne Rose (JR) and Diane Quibell (DQ).

Clerk: Lydia Smithson.

Members of the public: 0 members of the public were present

Item	Title and Decision	Action Required
111/16/1	It was resolved that Cllr Parkin would chair the meeting.	-
111/16/2	Apologies for absence. Cllrs Howard, Medley, Nolan and Thursby.	-
111/16/3	Declarations of Interest (in accordance with Localism Act 2011) -	-
111/16/4	10 Minute Public Time Concern was raised about ragwort in a field on Station Road (opposite side to the school) and in the field behind The Sycamores.	LS investigate what action can be taken and add to the next agenda.
111/16/5	Annual review and approval of the following policies and procedures:	
	It was resolved to approve the following documents:	LS add updated versions online and
	Asset Register including inventory of land (including disposal register)	make suggested updates to Welcome
	b. Complaints Procedure	Pack.
	c. Freedom of Information Publication Scheme	
	d. Risk Management Policy	
	e. Village Welcome Pack	
	The following procedure was deferred, to further tailor the contents to a small parish council:	
	f. Disciplinary and Grievance Procedure	LS add to agenda.
111/16/6	Consider and respond to a letter from a parishioner regarding access to the Bottle and Glass pub	
	The matter is Highways related therefore the Council agreed the matter should be forwarded to Highways.	LS.
111/16/7	Financial Approve invoice for payment. It was resolved to approve the following invoice for payment: Society of Local Council Clerks, CILCA Training Course £250 + vat (£300)	LS.

Signed/Initials: Chairman Date: Page 1 of 1